

CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS
REGULAR MEETING MINUTES
June 11, 2020 at 6:30 p.m.

1. **Call to order and quorum call.** Mayor Ball called the meeting to order at 6:32 p.m. In attendance were Aldermen Repino, Tremblay, Fillinger, Walker, and Yelton, City Attorney Casandra Ortiz, and City Secretary Katherine Yelton.
2. **Pledge of Allegiance.** Led by Mayor Ball
3. **Citizens to be heard.** No citizens signed up to speak.
4. **Administrative Updates/Announcements**
 - a) Food distribution event on June 13, 2020 in City Park
 - Refuge Port Ministry is donating 300 boxes of food and the City has about twenty volunteers to hand out the boxes including the Marshal and Deputy for traffic control.
 - b) Update on Census2020
 - As of yesterday, the City's response rate is at 58.3%
 - c) November 3, 2020 General Election
 - The dates to apply are July 18 through August 17. Notice will be posted on City website. Openings are Mayor and Alderman Places 2 and 4.
 - d) Update on opening Sandy Oaks Municipal Court
 - We are working to have our first reopening court date on July 13 after filing a plan with a judge and getting permission to open.
 - e) COVID-19 economic impact on bond market
 - The market is opening back up. The financial advisor for the bond has provided Mayor Ball with a schedule which began June 8. They will be on an agenda in July to talk about all the details, plans, and how to proceed.
5. **Financial/Budget Report.** City Secretary Katherine Yelton reported the beginning balance as of May 1, 2020 of \$315,333.34, check & payments of \$116,051.01, deposits & credits of \$51,121.79, and an ending balance as of May 31, 2020 of \$250,404.12. Alderman Fillinger made a motion to accept the report, as presented, which was seconded by Alderman Repino and passed unanimously.

Mayor Ball moved to Agenda Item 8a.

8. Marshal

- a) Presentation of monthly report by Marshal Lopez with possible discussion and/or action. Marshal Lopez provided his monthly report for May 2020.

Mayor Ball moved to Item 7b.

7. Administration

- b) Discuss and/or possible action on approving an ordinance to create a citizens' complaint review board. To address complaints addressed to the Marshal's office, Mayor Ball said it might be helpful for Council to know what processes are in place and what options may

be available to put in place if they choose to take that route. Mayor Ball said she reached out to Elmendorf Chief Peña who had put together a Citizen's Complaint Review Board. Currently, the City's citations include an address, phone number, and email address for any complaints or compliments. The state also has a formal process through the Criminal Investigation Division of the Texas Comptroller of Public Accounts with the advantage being the process does not involve anyone with the City and would remove what some might see as bias. A decision was made to take no action on implementing any other process than the one already in place through the State. No motion needed per city attorney.

6. Consent Agenda. All matters listed under Consent Agenda are considered routine by the City Council of the City of Sandy Oaks and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

- a) Approve March 2020 City Attorney Invoice No. 1243 from Kassahn & Ortiz not to exceed \$2,280.20.
- b) Approve April 2020 City Attorney Invoice No. 1245 from Kassahn & Ortiz not to exceed \$1,605.00.

Alderman Repino made a motion to approve the consent agenda, as presented, which was seconded by Alderman Walker and passed unanimously.

7. Administration

- a) Discuss and/or possible action on an ordinance amending the annual budget for Fiscal Year 2019-2020 for municipal purposes. **This item was pulled by Mayor Ball.**
- c) Discuss and/or possible action on changing the name of the current "Animal Control Facility" project and clarifying scope of work. Mayor Ball stated since the Animal Control facility is the most important thing to bring together at this time, it has been referred to as the Animal Control Facility Project, which has caused confusion within the community on how much is being spent strictly on Animal Control. The City can propose renaming the project to something more appropriate like Municipal Complex Infrastructure Project, but because of legal documents already drafted, there would be a lot of attorney work required to rename the project and Mayor Ball feels this is an unnecessary fee to pay. She wants it on record, though, that the cost consists of bringing electricity and water to the property that previously had none with intentions to hook up future facilities. A change order has been requested and received that is very specific to connecting the Animal Control Facility to water and electric. She stated the cost of the facility when purchased in 2019 was \$45,000.00, septic install was \$6,053.50, and will have added to it the change order for adding water and electricity. The next step would be the Shelter Advisory Board and having a site inspection done by a veterinarian. No action was needed as this was more of a matter of record. Alderman Fillinger stated it is a lot less expensive to approach the project with the intention of bringing utilities to the property for future structures rather than bringing in one small meter for one building and coming back later to address other buildings, which would then require additional lines, permits, etc.
- d) Discuss and/or possible action on adding additional streetlights within the City limits. Alderman Fillinger made a motion to approve the installation of eleven new streetlights and request CPS send a crew to conduct a survey and make recommendations on the

spacing of more lights, which was seconded by Alderman Repino and passed unanimously.

- e) Discuss and/or possible action on Resolution 2020-116 approving an interlocal agreement to accept federal Coronavirus relief funds from Bexar County. Alderman Fillinger made a motion to approve the resolution and authorize the Mayor to take all necessary actions, which was seconded by Alderman Walker and passed unanimously.

9. Animal Control

- a) Presentation of monthly report by ACO Maldonado with possible discussion and/or action. ACO Maldonado provided his monthly report for May 2020.
- b) Discuss and/or possible action on the purchase of a body camera for use by the City's Animal Control Officer. Alderman Tremblay made a motion to approve the purchase of a body camera not to exceed \$1,500.00, which was seconded by Alderman Repino and passed unanimously.
- c) Discuss and/or possible action on approving a change order for supplying water and electric service to the animal control facility. Mayor Ball stated the original contract price was \$71,427.58 for the municipal infrastructure project. The change order increases the price by \$7,985.44 for a total of \$79,413.02. Alderman Fillinger pointed out that well more than half of the change order is to upgrade to a 600 amp main circuit breaker and a quantity of seven 125 amp circuit breakers, which is NOT to just service the Animal Control Facility, but the municipal building, as well. The rest of the change order is to install a water tie-in to a shed, a tie-in for a sink with hot/cold connections, a tankless water heater, and flowable fill of road crossing. Mayor Ball stated with the cost of the building, the septic install, and this change order, the total cost of the Animal Control Facility is \$59,038.94. Alderman Fillinger made a motion to approve the change order and authorize the mayor to sign the documents, which was seconded by Alderman Repino and passed unanimously.

10. Public Works

- a) Discuss and/or possible action on accepting Public Works' Marc Maldonado's resignation and posting and hiring for a new employee for Public Works Department. Alderman Repino made a motion to accept Marc Maldonado's resignation, advertise the opening from June 12-22 using the same job qualifications as in the past. This motion was seconded by Alderman Fillinger and passed unanimously. Alderman Fillinger made a motion to have Alderman Yelton and ACO Maldonado be the primary interviewers with Alderman Tremblay assisting and bringing a candidate back to Council for consideration. This was seconded by Alderman Walker and passed unanimously.
- b) Discuss and/or possible action on the purchase of a trailer for transportation of Kioti tractor. Alderman Tremblay made a motion to approve the purchase of an 83x20 utility trailer from Hudson Bros. Trailer Sales for a cost not to exceed \$3000.00, which was seconded by Alderman Repino and passed unanimously.

11. Parks and Recreation

- a) Discuss and/or possible action on the purchase of electronic keyless locks for the outside restrooms. Mayor Ball pulled this item.

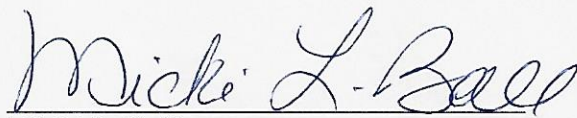
- b) Discuss and/or possible action on children's playground equipment. Alderman Repino provided an update that the painting of the playground equipment has been completed. No action taken.
- c) Discuss and/or possible action on accepting John Crickmer's resignation from the Parks Committee and nominating and selecting his replacement. Alderman Fillinger made a motion to accept Mr. Crickmer's resignation and post the opening for his replacement on this City's website for the Park Committee members to interview during their next meeting and bring recommendations back to Council for approval. This was seconded by Alderman Yelton and passed unanimously.

12. Planning and Zoning

- a) Discuss and/or possible action on accepting John Crickmer's resignation from the Planning and Zoning Commission and nominating and selecting his replacement. Alderman Fillinger made a motion to accept Mr. Crickmer's resignation and post the opening for his replacement on this City's website. Names of volunteers will be brought back to Council's June 26 meeting for consideration and possible approval for the unexpired term. This motion was seconded by Alderman Walker and passed unanimously.
- b) Discuss and/or possible action on Ordinance 2020-162 providing for procedures for adoption and amendments to the comprehensive master plan and other matters related hereto (Second Reading). Alderman Repino made a motion to approve the ordinance, which was seconded by Alderman Tremblay and passed unanimously.

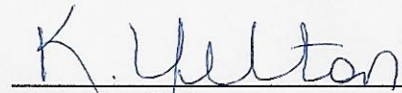
13. Adjourn. The meeting adjourned at 8:52 p.m.

PASSED AND APPROVED ON THIS 23rd DAY OF JULY 2020.



Micki L. Ball
Mayor

ATTEST:



Katherine Yelton
City Secretary